Center for Educational Performance and Information (CEPI)

Michigan Education Information System
(MEIS)

Single Record Student Database (SRSD)

Student Record Layout

Spring 2009 Submission

Questions?
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Student Record Layout

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All records in the active student database submitted in the MEIS must conform to the following ASCII record layout; i.e., records must be 938 characters in length, with data variables conforming to the specifications given below. If the file length does not conform to this format, the error check application will reject the file.

Data Variable Specifications:
- Alpha – consisting of letters.
- Alphanumeric – consisting of letters and numbers.
- Boolean – consisting of either the numeral one or zero representing "true" or "false".
- Character – alphanumeric, punctuation marks, and special characters.
- Integer – a whole number as distinguished from a decimal.
- Date – numbers and slashes to represent the month, day, century, and year: MM/DD/CCYY.
- Decimal – a numeric field containing a decimal point.
- DC (Default Code) – field is set to a given value unless otherwise changed by the user.

General				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
001-002	2	1	Operating ISD/ESA Number	Character
003-004	2	2	County Code	Character
005-009	5	3	Operating District Number	Character
010-014	5	4	Resident LEA Number	Character
015-019	5	5	School or Facility	Character
020-044	25	6	Student's Last Name	Alpha, left justified
045-059	15	7	Student's First Name	Alpha, left justified
060	1	8	Student's Middle Initial	Alpha
061-070	10	9	Date of Birth	Date, with slashes
071-080	10	10	Reserved Field	Pad with blanks
081	1	11	Gender Code	Alpha
082-101	20	12	City or Place of Birth	Alphanumeric, left justified
102-121	20	13	Street Address	Alphanumeric
122-141	20	14	Name of City or Town	Alpha
142-151	10	15	Zip Code	Alphanumeric, with dash
152	1	16	Reserved Field	Pad with blank
153-172	20	17	Student ID Number (Membership)	Alphanumeric
173-176	4	18	FTE in General Education (Membership)	Decimal (DC)
177-178	2	19	Grade or Setting	Character
179-188	10	20	Date of Enrollment	Date, with slashes
189-195	7	21	Attendance	Alphanumeric, right justified with slash
196-201	6	22	Racial/Ethnic Code	Character
202-203	2	23	District Exit Status	Character (DC)
204-213	10	24	Date Exited	Date, with slashes
214-253	40	25	Reserved Field	Pad with blanks
254-293	40	26	Reserved Field	Pad with blanks
294-308	15	27	Reserved Field	Pad with blanks
309-332	24	28	<u>Reserved / Optional Field</u> ~~Course Enrollments (Grades 7 through 12)~~	Character, eight occurrences separated into eight, three-byte sectors
333-341	9	29	Program Eligibility/Participation I	Boolean (DC)
342-343	2	30	Student Residency (Membership)	Character
344	1	31	Supplemental Nutrition Eligibility	Numeric
345-346	2	32	Multiple Birth	Character (DC)
347-348	2	33	Reserved Field	Pad with blanks

Homeless Students				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
349	1	34	Homeless	Integer
350-352	3	35	Reserved Field	Pad with blanks

Special Education Students				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
353-354	2	36	Primary Disability	Character
355-356	2	37	Additional Disability Characteristics	Character
357-366	10	38	Date of IEP/Placement/Date of Implementation	Date, with slashes
367-368	2	39a	Parental Consent to Evaluate and Special Education Timeline to Complete Initial IEP	Character
369	1	39b	Result of Initial IEP	Character
370-372	3	39c	School Days Beyond Evaluation and Completion Initial IEP Timeline	Character
373-376	4	39d	Reserved Field	Pad with blanks
377-380	4	40	FTE in Section 52 (Membership)	Decimal (DC)
381-384	4	41	FTE in Section 53 (Membership)	Decimal (DC)
385-393	9	42	Program Service Code	Integer, three occurrences, separated into three, three-byte sectors
394-408	15	43	Support Services	Integer, five occurrences, separated into five, three-byte sectors
409-410	2	44	Primary Educational Setting	Character
411-412	2	45	Special Education Exit/Completion Reason	Character
413-422	10	46	Special Education Date Exited or Completed	Date, with slashes
423-426	4	47	Reserved Field	Pad with blanks
427	1	48	Reserved Field	Pad with blank
428	1	49	Reserved Field	Pad with blank
429	1	50	Placement in District by Another District IEP	Character
430	1	51	Reserved Field	Pad with blank

Early Childhood and Parenting Programs				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
431-440	10	52	Early Childhood Enrollment	Character
441-443	3	53	Early Childhood Exit/Completion Reason	Character

Early On® Children				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
444	1	54	Eligibility Code	Integer
445-454	10	55	Date of IFSP for Part C	Date, with slashes
455-456	2	56	Primary Setting for Part C	Integer
457-474	18	57	Services Provided under IDEA Part C	Integer, six occurrences, separated into six, three-byte sectors
475-476	2	58	Early On® Exit/Completion Reason	Character
477	1	59	Reserved Field	Pad with blank
478-487	10	60	Early On® Date Exited or Completed	Date, with slashes
488-489	2	61	Reserved Field	Pad with blanks
490-492	3	62	Reserved Field	Pad with blanks

Reserved Fields				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
493-500	8	63	Reserved Field	Pad with blanks
501	1	64	Reserved Field	Pad with blank
502-541	40	65	Reserved Field	Pad with blanks
542-551	10	66	Reserved Field	Pad with blanks
552-553	2	67	Reserved Field	Pad with blanks
554-557	4	68	Reserved Field	Pad with blanks

Advanced and Accelerated				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
558-559	2	69	Program Model	Character
560-565	6	70	Special Program Options	Character, three occurrences, separated into three, two-byte sectors

Limited English Proficient Students				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
566-567	2	71	LEP Instructional Program	Integer
568	1	72	Reserved Field	Pad with blank
569-570	2	73	Reserved Field	Pad with blanks
571-590	20	74	Home Country of Refugee	Alpha, left justified
591-610	20	75	Primary Language	Alpha, left justified
611	1	76	Reserved Field	Pad with blank
612-614	3	77	Reserved Field	Pad with blanks
615-616	2	78	LEP Exit Reason	Character
617-626	10	79	LEP Date Exited	Date, with slashes

Immigrant/Refugee Students				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
627	1	80	Reserved Field	Pad with blanks
628-637	10	81	Date of Re-entry into LEP Program	Integer with slashes
638-643	6	82	Funding Participation	Boolean
644-649	6	83	Reserved Field	Pad with blanks

Migrant Students				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
650-659	10	84	Date of Qualifying Move	Date, with slashes
660-666	7	85	Regular Term Instructional Services	Boolean
667-674	8	86	Regular Term Support Services	Boolean
675-681	7	87	Summer Term/Intersession Instructional Services	Boolean
682-689	8	88	Summer Term/Intersession Support Services	Boolean
690	1	89	Funding for Service/Program	Integer
691-692	2	90	Reserved Field	Pad with blanks

Title I Students in Targeted Assistance Schools Programs				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
693-699	7	91	TAS Instructional Services	Boolean
700-707	8	92	TAS Support Services	Boolean
708	1	93	Reserved Field	Pad with blank

At-Risk Students				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
709-720	12	94	Reserved Field ~~Instructional Services for At-Risk Students (Section 31a)~~	Pad with blanks
721-728	8	95	Reserved Field ~~Support Services for At-Risk Students (Section 31a)~~	Pad with blanks
729	1	96	Reserved Field	Pad with blank
730	1	97	Reserved Field	Pad with blank
Adult Education Participants				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
731	1	98	Adult Education Participant Funding	Integer
732-746	15	99	Adult Education FTE in July (State Membership)	Decimal, three occurrences, separated into three, five-byte sectors
747-761	15	100	Adult Education FTE in September (State Membership)	Decimal, three occurrences, separated into three, five-byte sectors
762-776	15	101	Adult Education FTE in February (State Membership)	Decimal, three occurrences, separated into three, five-byte sectors
777-791	15	102	Adult Education FTE in April (State Membership)	Decimal, three occurrences, separated into three, five-byte sectors
792-795	4	103	Reserved Field	Pad with blanks
796-799	4	104	Reserved Field	Pad with blanks
800-803	4	105	Reserved Field	Pad with blanks
804-807	4	106	Reserved Field	Pad with blanks
808-811	4	107	Reserved Field	Pad with blanks
812-815	4	108	Reserved Field	Pad with blanks
816	1	109	Diploma/GED Status (State Membership)	Integer
817-818	2	110	Reserved Field	Pad with blanks
819-822	4	111	Reserved Field	Pad with blanks
Student Expulsion				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
823-832	10	112	Date Incident Occurred	Date, with slashes
833-842	10	113	Date Expelled	Date, with slashes
843-845	3	114	Length of Expulsion	Integer
846-847	2	115	Incident Type	Character
848	1	116	Location of Incident	Integer
849	1	117	Time of Incident	Integer
850-854	5	118	Estimated Cost of Property Damage	Number

Student Expulsion (continued)				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
855-856	2	119	Primary Victim of Incident	Integer
857	1	120	Follow-Up after Expulsion	Integer
858-859	2	121	Reserved Field	Pad with blanks

Single Record Submission				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
860	1	122	Reserved Field	Integer
861-870	10	123	Date of Count	Date, with slashes
871-880	10	124	UIC	Integer
881-900	20	125	Program Eligibility/Participation II	Boolean (DC)

Special Education Disciplinary Action				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
901-902	2	126	Special Education Disciplinary Action: Total Number of Removals by Hearing Officer	Integer
903-905	3	127	Special Education Disciplinary Action: Total Days of Removal by Hearing Officer	Integer
906-907	2	128	Special Education Disciplinary Action: Total Number of Unilateral Removals Following a Weapons Offense	Integer
908-910	3	129	Special Education Disciplinary Action: Total Days of Removal Following Weapons Offense	Integer
911-912	2	130	Special Education Disciplinary Action: Total Number of Unilateral Removals Following a Drug Offense	Integer
913-915	3	131	Special Education Disciplinary Action: Total Days of Removal Following Drug Offense	Integer
916-917	2	132	Special Education Disciplinary Action: Total Number of Unilateral Removals Following Serious Bodily Injury	Integer

Special Education Disciplinary Action (continued)				
Position in Record	**Size in Bytes**	**Field #**	**Field Name**	**Data Type/Specification (DC = Default Code)**
918-920	3	133	Special Education Disciplinary Action: Total Days of Removal Following Serious Bodily Injury	Integer
921-923	3	134	Special Education Disciplinary Action: Number of Times/Occurrences of In-School Suspensions	Integer
924-929	6	135	Special Education Disciplinary Action: Accumulated Days of In-School Suspensions	Decimal
930-932	3	136	Special Education Disciplinary Action: Number of Times/Occurrences of Out-Of-School Suspensions	Integer
933-938	6	137	Special Education Disciplinary Action: Accumulated Days of Out-Of-School Suspensions	decimal